



**PACKAGING AND TRANSPORTATION CONFERENCE (LANL)**

**Inn At Loretto**

**Santa Fe, New Mexico**

**January 21-23, 2002**

Dear Exhibitor:

**WELCOME!** CSS is pleased to be selected by show management to serve as your Official Material Handling (Drayage) Contractor.

To assist you in planning, we have enclosed the necessary show services order forms. To help **save you money**, please take advantage of pre-show order discounts.

- ✓ Please read through this Exhibitor Service Kit. **Complete and return all order forms by the indicated discounted deadline date. All forms should be returned to the appropriate company and address listed on that form.**
- ✓ Review our payment policy carefully. CSS requires payment in full at the time you place your order, along with the **“Credit Card Authorization Form”**.
- ✓ Please include the **5.8125%** NM State tax. Sales tax is applicable to **all services** in the State of New Mexico and also applies to City, State and Government agencies.
- ✓ We will help you coordinate all your trade show needs including the shipment of all your trade show materials inbound and outbound. For your inbound and outbound freight shipments, we offer the service of our preferred carriers **ABF (ground) 1-800-654-7019** and **Associated Global Systems (air) 1-800-645-8300**.

We look forward in serving you from start to finish. We are here to make sure your participation is a complete success.

If you need assistance or additional information, please contact our Exhibitor Service Department.

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